



GUIDELINES FOR THE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE (GAI) IN ACADEMIC WORK

1. Introduction

Generative Artificial Intelligence (GAI) tools (e.g., ChatGPT, Gemini, Copilot, Claude, Perplexity, Scite, Canva, Midjourney, etc.) have become valuable aids in academic writing and research. They can support students in idea generation, drafting, editing, summarizing, analyzing data, creating visuals, and enhancing academic output.

However, their use must be responsible, ethical, and transparent, ensuring that the student's original intellectual contribution remains central. Over-reliance on AI is not permitted, and academic integrity must be upheld at all times.

This guideline applies to all academic submissions at Lincoln University College, including:

- Coursework Assignments
- Laboratory / Practical Reports
- Project Reports
- Dissertations
- Thesis

2. Principles of Responsible AI Usage

Students Must:

- Ensure originality: AI must not replace the student's own ideas, analysis, or research.
- Declare AI usage clearly, specifying which sections AI assisted with.
- Review and refine AI-generated outputs for accuracy, validity, and relevance.
- Take full responsibility for the academic work submitted.
- Uphold ethical standards, ensuring compliance with LUC and MQA academic integrity policies.
- Avoid using AI for direct content substitution (e.g., generating an entire assignment or thesis without student input).

Examiners / Lecturers Must:

- Assess the student's understanding, originality, and critical thinking, not just the written text.
- Verify that AI usage is supportive rather than substitutive.
- Ensure that students can defend their work orally if questioned.
- Pay attention to consistency of style, depth of knowledge, and references.

3. Acceptable Uses of AI in Academic Work

Students may use AI for the following purposes (with declaration):

Assignments & Reports:

- Grammar and language refinement
- Idea generation and outlining
- Data visualization or summarization

Project Reports:

- Draft structuring and formatting assistance
- Data preprocessing and analysis support
- Visualization of results (charts, diagrams, infographics)

Dissertations & Theses:

- Literature review summaries
- Methodology explanations (conceptual assistance)
- Proofreading and paraphrasing
- Drafting abstracts and executive summaries

⚠ Non-acceptable use: Submitting AI-generated content as original work without revision, citation, or understanding.

4. AI Content Limit of The Data

According to the Turnitin AI Writing Detection guidance, there are currently no absolute cut-off rules for determining AI involvement, as some parts of academic work may naturally resemble AI-generated text. As a guide, a returned AI Writing Indicator of below 25% would generally indicate that the work is predominantly human authored. However, if the detected AI content appears in a critical section such as methodology, analysis, or discussion, this may still raise concerns.

Thus, a high percentage would generally be anything over 25%. Please note that the Turnitin AI Detection Report will be checked before the assignment, report, dissertation, or thesis is accepted for evaluation by Lincoln University College. If the report indicates more than 25% AI involvement, the work will not be accepted for evaluation without revision and supervisor's clearance.